Meeting Agenda – CPR Steering Committee

- Who is responsible to make Project Solve successful? Do we have the right people on the team?

- Does each District have a Computer Systems Specialist? If not, full time Project Solve? Need someone who understands the processes and how the system works including work flows, groups, and column permissions

- Take a step back
    - Where are we going and where do we want to be for the initial pilot?
    - Lock down the system to only allow C.O. to make changes
    - Change order/proposal to modify PB's contract to assist with development and testing of work flows
        - simplify them to limit the number of actions
        - Simplify the processes and permissions & # of groups

- Identify top 10 activities and/or notifications and work flows
    1. Digital Signatures
    2. RFI log   Existing CO Site only
    3. SA   Existing
    4. Work Order
    5. Sublets
    6. Monthly Estimates
    7. DDM   Existing
    8. QC Plan   Existing - several
    9. DWL

- Testing plan-
    - Districts to meet together for 3 days in late June/Early July – face to face at the Turnpike